

Green County Law Enforcement Committee
Meeting Minutes from July 14, 2020

Members Present:

Richard Thoman- Chairperson
Joe Snow- Vice Chairperson
Aaron Withee
John Bernstein
Alex Lonien

Non-members Present:

Dana Weber-Recording Secretary
Sheriff Jeffrey Skatrud
Chief Deputy Thomas Moczynski
EMG Director Tanna McKeon

Public attendees:

Representatives from Green County ATV Club
Richard Wyttenbach, Decatur Township, Cadiz Township and Monticello

1. Verified that door is unlocked.
2. Meeting called to order @ 5:30 p.m. by Chairperson Richard Thoman.
3. **Approve minutes of previous regular meeting;** Motion to approve minutes of the previous meeting by Aaron Withee; 2nd by Joe Snow; Motion Carried.
4. **Review and approve EMS updates;** No updates at this time.
5. **Review Emergency Management updates;** Emergence Management (EMG) Director Tanna McKeon advised the committee that she is looking at replacing her printer and computer through a computer grant. EMG Director McKeon advised the committee on some activities that her department has been doing and she will be giving the annual report tonight at county board. EMG Director McKeon updated the committee on the ongoing EOC meetings, planning, activities, testing and recoveries relating to the Covid-19 pandemic. EMG Director McKeon updated the committee that they just placed the 9th Personal Protective Equipment (PPE) order for the county and the county is working on a Mask Up campaign for Green County. EMG Director McKeon updated the committee on a couple of hazmat spills that occurred in the county.
6. **Review and possible action for civil engineer contract for Radio project;** Chief Deputy Thomas Moczynski briefed the committee on the status of identifying and approving a civil engineer to perform work that is needed on the radio towers. Chief Deputy Moczynski indicated that there were two vendors to get comparisons from and the firms were Edge Engineering and Ramaker Engineering. With the consultant's assistance and recommendation, it was determined that Ramaker Engineering would be the firm to do the project at the budgeted cost of up to \$200,000.00,
Chief Deputy Moczynski also indicated, that based on the consultant's recommendation, to approve Cell Site Solutions to do the civil refurbishing and updating of the existing tower equipment shelters, which would be updating the HVAC, painting, seal coating, etc., with a cost of up to \$60,000.00.
John Bernstein made a motion to approve the contract with Ramaker Engineering to perform the work that is needed on the radio towers up to a cost of \$200,000.00, with the plan being forwarded to the Corporation Counsel and Finance Committee for review and approval; 2nd by Aaron Withee. Motion Carried.
Joe Snow made a motion to approve Cell Site Solutions to do the civil work on the tower equipment shelters of a cost up to \$60,000.00; 2nd by Alex Lonien. Motion Carried.
Chief Moczynski stated that there will be more civil work before the end of this year and more forthcoming next year.

7. Discussion regarding the use of all-terrain vehicles on certain Green county roads to link communities and businesses to the Cheese Country Recreational Trail;

Sheriff Skatrud advised representatives from the Green County ATV club were here to discuss the use of ATV/UTV's on Green County roads. Richard Wytenbach from the Green County ATV Club advised the committee that the club is looking for input or a process from the committee on how to connect the municipalities, towns and Monroe. Richard Wytenbach informed the committee on the revenue from the registration fees, the current Green County ATV route map and other Wisconsin county ATV trail systems. Sheriff Skatrud indicated that he had received information from ten other Sheriff's, from other Wisconsin counties, and they advised that most have an ordinance and it has not been a big deal. The committee discussed the routes, stickers, plates, laws, resources and what the next step should be. Sheriff Skatrud advised that he will do some more research and get with Corporation Counsel to look at the development of an ordinance.

8. Training Requests; Sheriff Skatrud and Chief Deputy Moczynski had the following training requests;

1) A detective to attend Search Warrant training in Pewaukee, WI, October 12th-13th, with one overnight and registration fee of \$160.00;

2) A patrol sergeant, detective and dispatcher to attend WICNA conference in Oshkosh, WI, October 14th-16th, with two overnights and registration fee of \$200.00;

3) A detective to attend Basic Fire Investigation School in Stevens Point, WI, October 12th-21st, with 6 overnights and a registration fee of \$475.00;

Aaron Withee made a motion to approve the training requests; 2nd by John Bernstein. Motion Carried

9. Review Jail Population and jail medical issues: Sheriff Skatrud advised that the jail housed an average of 21 inmates for June. Sheriff Skatrud indicated that there were 25 inmates this morning and one inmate on the bracelet system. Sheriff Skatrud indicated that there were 42 in the jail at this time last year. Sheriff Skatrud advised that there was an inmate hospitalized for one night due to medical issues and he had to be guarded.

10. Review Public Safety and Department updates; Sheriff Skatrud updated the committee that he has hired two new dispatchers who will be starting next week. Sheriff Skatrud advised that a patrol deputy resigned and we have two employees graduating from the Patrol academy this week Friday. Sheriff Skatrud advised that the department has another employee starting the patrol academy at the end of this month and then the department will be fully staffed.

11. Review monthly Budget: Sheriff Skatrud indicated that the department will be looking at receiving reimbursement from the CARES ACT for Covid expenses and the department has spent over 40% of the budget thus far and the budget looks to be on track.

12. Adjourn to closed session per Wis. State Statutes 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discussion of compensation and related employment issues of certain supervisory, management level and courthouse-payroll group 9 employees;

13. Motion to go into closed session; Aaron Withee made a motion at 6:18pm to go into closed session; 2nd John Bernstein. Motion Carried.

14. Reconvene to open session for discussion and possible action regarding matters discussed in closed session; Joe Snow made a motion at 6:40 p.m. to reconvene to open session for discussion and possible action regarding matters discussed in closed session, 2nd by Aaron Withee. Motion Carried.

John Bernstein made a motion to update the Emergency Management Director Position description and adjust the wage to Payroll Group 7, Grade 17, Step 8, 40 hours/week and classified as an Exempt position and forward to the Finance and Personnel Committee for approval and update the Business Manager Job description and adjust the wage to Group 7, Grade 17, Step 7, 40 hours/week and an hourly position, with both positions to go into effect on August 1st, and forward to the Finance and Personnel Committee for approval; 2nd by Joe Snow. Motion Carried.

15. Review monthly Budget: Already discussed.

16. Audit bills: The Department Bills were reviewed and signed. A motion was made by Aaron Withee and seconded by Joe Snow to approve the bills. Motion carried.

17. Next Meeting: Next meeting date is on Wednesday, August 12th, 2020, at 5:30 p.m. Alex Lonien moved to adjourn and Joe Snow seconded. Motion carried. Meeting adjourned at 6:51 p.m. by Chairman Thoman.

Submitted by Dana Weber